

Sample Volunteer Placement

Teaching English

Mission and Needs of the Partner

This organization is a nationwide public body which promotes professional growth and learning in Costa Rica. People of all ages attend and have an opportunity to study in many different areas, and to earn technical degrees in subjects ranging from mechanics to tailoring to tourism. Depending on their area of study, they may need to take or re-take their high school diploma or they may focus on practical skills. Because there are only a few universities in northern Costa Rica, this school is especially important because it provides training for people who can't or don't want to travel to San Jose.

Volunteer Activities / Duties

- Giving talks in English to the students on a variety of topics.
- Leading discussions within smaller groups.
- Encouraging the shy students to participate
- Helping to create structured and organized games and activities.
- Encouraging and praising the students while also enforcing rules of good behavior.
- Helping with pronunciation.
- Creating class activities/games.
- Interacting with students and teachers on a personal level.



Goals for the Volunteer from the Partner Program

Long-Term

Through helping the students learn English, volunteers assist local teenagers and young people in gaining skills that will greatly improve their job prospects. By providing an "extra pair of hands" and sharing their culture, and themselves, volunteers also help the students to broaden their horizons, gain new perspectives and increase their confidence.

Short-Term

Volunteers should focus on teaching conversational English, planning games and activities to make learning fun and practicing cultural exchange with students and teachers.

Useful Supplies

- Please start thinking about how to teach English in a fun and friendly way. The students are quite advanced, so ideas on teaching pronunciation, grammar and conversation topics are helpful.
- The Home-Base has a resource library from which you can borrow supplies (i.e. crayons, paints, paper, glue).

- As people will be interested in learning about you and your life, please bring “Show and Tell” items. For example, photos of your family and things representative of your culture and heritage (i.e. postcards, picture books, recipes and other personal items).
- If you are not sure what materials or supplies are appropriate to bring, please review CCS’ Donations & Gift-Giving Policy (located in your Participant Handbook), or speak with your Program Manager.

Work Attire / Dress Code

- Jeans or khakis (No shorts)
- Long skirts that go below the knee
- Short sleeves or polo, knitted-type shirts (No tank tops, low cut or revealing tops)
- Close-toed shoes like tennis shoes or sneakers (No flip flops)
- Clean clothing without stains, tears, or that drag on the ground
- Hair should be tied back and out of your face; jewelry should be left at home.
- Piercings (lip, nose, large ear piercings) should be removed.
- Please be sure that all tattoos are covered.

Other Notes

- Please refrain from smoking while working at this placement or around its premises.
- Volunteering at this placement is strictly available in the mornings between 8:00 a.m.–11:30 a.m.

Things to Remember

- Keep a positive, open-mind.
- Interact with staff and students.
- Plan to keep the English lessons fun and friendly!
- Maintain a sense of humor.
- Be patient, flexible, friendly and respectful.
- Try to observe the routine as much as possible and refrain from taking pictures during your first week.
- Take initiative—Plan activities in advance and communicate your ideas or questions to the in-country staff.
- Remember the CCS Vision, Mission, and Values (located in your Participant Handbook and our website).